

Professional Services
Technical Proposal Project Manager & Key Staff Standards

Project Design Cost Under \$2.5 Million
(Includes Preliminary & Final Design)

Category 1A

(Minor drainage, minor safety (i.e. guide rail upgrades) and minor resurfacing type projects.
Limited Right-of-Way and Utility involvement)

Note: NJDOT Project Managers should pick specific requirements for their Technical Proposal.

Project Manager	Project Specific Education, License and Other Requirements (For TP Section 5)	Experience On Similar Projects (For TP Section 6)	Similar Project Experience (For TP Sections 6 & 7)
PROJECT MANAGER	<ul style="list-style-type: none">❖ BACHELOR'S DEGREE❖ PE❖ MUST HAVE AT LEAST SERVED AS DEPUTY PROJECT MANAGER FOR 1 TRANSPORTATION PROJECT THROUGH SUBSTANTIAL COMPLETION OF CONSTRUCTION WITHIN THE LAST 10 YEARS	1 OR 2 PROJECTS Must have experience with 1 OR 2 projects and have been Deputy PM on at least 1 project	<ul style="list-style-type: none">❖ OVERALL RESPONSIBILITY FOR PERFORMANCE AND DELIVERY OF THE PROJECT❖ DIRECTLY RESPONSIBLE FOR WORK COORDINATION, STAFF ASSIGNMENTS, BUDGETS, SCHEDULES FOR DELIVERY OF THE FINAL REPORT, STUDY OR DESIGN FOR THE PROJECT

Key Staff Team Leaders	Project Specific Education, License and Other Requirements (For TP Section 9)	Experience On Similar Projects (For TP Section 10)	Similar Project Experience (For TP Section 10)
ROADWAY DESIGN	<ul style="list-style-type: none">❖ BSCE	1 OR 2 PROJECTS	<ul style="list-style-type: none">❖ GEOMETRIC DESIGN❖ HORIZONTAL AND VERTICAL DESIGN❖ HIGHWAY SECTIONS❖ DESIGN EXCEPTIONS
BRIDGE DESIGN	<ul style="list-style-type: none">❖ BSCE	1 OR 2 PROJECTS	<ul style="list-style-type: none">❖ LOAD RESISTANCE FACTOR DESIGN (LRFD)
GEOTECHNICAL ENGINEERING	<ul style="list-style-type: none">❖ BSCE	1 OR 2 PROJECTS	<ul style="list-style-type: none">❖ PAVEMENT DESIGN
HYDRAULICS AND HYDROLOGY	<ul style="list-style-type: none">❖ BSCE	1 OR 2 PROJECTS	<ul style="list-style-type: none">❖ HIGHWAY DRAINAGE DESIGN❖ WATER SPREAD CALCULATIONS
UTILITY ENGINEERING	<ul style="list-style-type: none">❖ BSCE	1 OR 2 PROJECTS	<ul style="list-style-type: none">❖ PREPARATION OF UTILITY RELOCATION SCHEME❖ DESIGN-CONSTRUCTION PLANS❖ PREPARATION OF UTILITY AGREEMENT PLANS❖ SPECIFICATIONS (SPECIAL PROVISIONS)
SURVEYING AND ROW ENGINEERING	<ul style="list-style-type: none">❖ NJ PLS DEMONSTRATES PREVIOUS EXPERIENCE❖ TRAINING WITH NJ MAP FILING LAW FOR ROW MAPPING	1 OR 2 PROJECTS	<ul style="list-style-type: none">❖ TOPOGRAPHIC SURVEY❖ BASE LINE SURVEY, PROFILE AND CROSS SECTIONS FOR HIGHWAY❖ PROPERTY SURVEY FOR R.O.W. MAPPING❖ WRITING A DEED FOR R.O.W. PARCELS
TRAFFIC ENGINEERING	<ul style="list-style-type: none">❖ BSCE❖ TRAINING IN MUTCD	1 OR 2 PROJECTS	<ul style="list-style-type: none">❖ HIGHWAY CAPACITY ANALYSIS❖ LEVEL OF SERVICE ANALYSIS❖ TRAFFIC STRIPING PLANS
ENVIRONMENTAL SCIENCE	<ul style="list-style-type: none">❖ BS IN ECOLOGY OR ENVIRONMENTAL SCIENCE	1 OR 2 PROJECTS	<ul style="list-style-type: none">❖ PREPARATION OF CATEGORICAL EXCLUSION DOCUMENTATION❖ PREPARATION OF ENVIRONMENTAL ASSESSMENTS❖ PREPARATION OFSECTION 4(f) DOCUMENTS
ENVIRONMENTAL – CULTURAL RESOURCES	<ul style="list-style-type: none">❖ QUALIFIED IN 36 CFRPART 61	1 OR 2 PROJECTS	<ul style="list-style-type: none">❖ CULTURAL RESOURCES (INCLUDING ARCHEOLOGY AND HISTORIC ARCHITECTURAL SURVEYS AND MITIGATION EFFORTS)
ELECTRICAL ENGINEERING	<ul style="list-style-type: none">❖ BS ELECTRICAL ENGINEERING, DEMONSTRATES PREVIOUE EXPERIENCE❖ TRAINING WITH CADD - "dgn" FORMAT❖ FAMILIAR WITH LIGHTING DESIGN SOFTWARE - CALA.	1 OR 2 PROJECTS	<ul style="list-style-type: none">❖ TRAFFIC SIGNAL DESIGN❖ HIGHWAY LIGHTING DESIGN
COMMUNITY INVOLVEMENT	<ul style="list-style-type: none">❖ ORGANIZED COMMUNITY OUTREACH EVENTS	1 OR 2 PROJECTS	<ul style="list-style-type: none">❖ RESPONSIBLE FOR PUBLIC INFORMATION CENTERS❖ COMMUNITY OUTREACH❖ MAINTAINING MAILING LISTS & RECORDS OF COMMUNITY OUTREACH PROGRAM❖ CONTEXT SENSITIVE DESIGN (CSD)

Professional Services
Technical Proposal Project Manager & Key Staff Standards

Project Design Cost Under \$2.5 Million
(Includes Preliminary & Final Design)

Category 1B

Note: NJDOT Project Managers should pick specific requirements for their Technical Proposal.

Project Manager	Project Specific Education, License and Other Requirements (For TP Section 5)	Experience On Similar Projects (For TP Section 6)	Similar Project Experience (For TP Sections 6 & 7)
PROJECT MANAGER	<ul style="list-style-type: none">❖ BACHELOR'S DEGREE❖ PE❖ MUST HAVE MANAGED AT LEAST 1 TRANSPORTATION PROJECT OR SERVED AS DEPUTY PROJECT MANAGER FOR 2 TRANSPORTATION PROJECTS THROUGH SUBSTANTIAL COMPLETION OF CONSTRUCTION WITHIN THE LAST 10 YEARS. DEMONSTRATES PREVIOUS EXPERIENCE IN NJDOT PROCEDURES MANUAL.	<p>1 OR 2 PROJECTS</p> <p>Must have experience with 1 OR 2 projects and have been Deputy PM on at least 1 project</p>	<ul style="list-style-type: none">❖ OVERALL RESPONSIBILITY FOR PERFORMANCE AND DELIVERY OF THE PROJECT❖ DIRECTLY RESPONSIBLE FOR WORK COORDINATION, STAFF ASSIGNMENTS, BUDGETS, SCHEDULES, AND FOR DELIVERY OF THE FINAL REPORT, STUDY OR DESIGN FOR THE PROJECT

Key Staff Team Leaders	Project Specific Education, License and Other Requirements (For TP Section 9)	Experience On Similar Projects (For TP Section 10)	Similar Project Experience (For TP Section 10)
ROADWAY DESIGN	<ul style="list-style-type: none">❖ BSCE❖ DEMONSTRATES PREVIOUS EXPERIENCE IN THE NJDOT ROADWAY DESIGN MANUAL.	1 OR 2 PROJECTS	<ul style="list-style-type: none">❖ GEOMETRIC DESIGN❖ HORIZONTAL AND VERTICAL DESIGN❖ HIGHWAY SECTIONS❖ DESIGN EXCEPTIONS
BRIDGE DESIGN	<ul style="list-style-type: none">❖ BSCE❖ DEMONSTRATES PREVIOUS EXPERIENCE IN THE NJDOT BRIDGES AND STRUCTURES DESIGN MANUAL	1 OR 2 PROJECTS	<ul style="list-style-type: none">❖ LOAD RESISTANCE FACTOR DESIGN (LRFD)
GEOTECHNICAL ENGINEERING	<ul style="list-style-type: none">❖ BSCE	1 OR 2 PROJECTS	<ul style="list-style-type: none">❖ FOUNDATION SUBSOIL EXPLORATION PROGRAM❖ PAVEMENT DESIGN❖ PREPARATION OF FOUNDATION REPORT
HYDRAULICS AND HYDROLOGY	<ul style="list-style-type: none">❖ BSCE,❖ EXPERIENCE IN DRAINAGE DESIGN (i.e. HEC-I AND HEC-II, TR55, HEC-20 AND HEC-RAS)	1 OR 2 PROJECTS	<ul style="list-style-type: none">❖ HIGHWAY DRAINAGE DESIGN❖ WATER SPREAD CALCULATIONS❖ DESIGN OF RETENTION AND DETENTION BASIN FOR WATER QUALITY❖ FLOOD ROUTING
UTILITY ENGINEERING	<ul style="list-style-type: none">❖ BSCE❖ DEMONSTRATES PREVIOUS EXPERIENCE❖ TRAINING IN FHWA UTILITY & RAIL ROAD AND STATE UTILITY ACCOMMODATION POLICY.	1 OR 2 PROJECTS	<ul style="list-style-type: none">❖ PREPARATION OF UTILITY RELOCATION SCHEMES❖ DESIGN-CONSTRUCTION PLANS AND PREPARATION OF UTILITY AGREEMENT PLANS AND SPECIFICATIONS (SPECIAL PROVISIONS)
SURVEYING AND ROW ENGINEERING	<ul style="list-style-type: none">❖ NJ PLS❖ DEMONSTRATES PREVIOUS EXPERIENCE❖ TRAINING IN NJ MAP FILING LAW FOR ROW MAPPING.❖ FAMILIAR WITH NJDOT SURVEYING MANUAL.	1 OR 2 PROJECTS	<ul style="list-style-type: none">❖ TOPOGRAPHIC SURVEY❖ BASE LINE SURVEY❖ PROFILE AND CROSS SECTIONS FOR HIGHWAYS❖ PROPERTY SURVEY FOR R.O.W. MAPPING❖ WRITING A DEED FOR R.O.W. PARCELS
TRAFFIC ENGINEERING	<ul style="list-style-type: none">❖ BSCE❖ DEMONSTRATES TRAINING IN MUTCD❖ TRAFFIC SAFETY IN CONSTRUCTION ZONE❖ TRAINING IN HIGHWAY CAPACITY MANUAL, HIGHWAY CAPACITY ANALYSIS SOFTWARE❖ DEMONSTRATES PREVIOUS EXPERIENCE❖ TRAINING IN SOFTWARE HCM, TRANSIT 7F, PASR2, SYNCHRO	1 OR 2 PROJECTS	<ul style="list-style-type: none">❖ PREPARE THE CONSTRUCTION STAGING❖ MAINTENANCE AND PROTECTION OF TRAFFIC PLANS❖ HIGHWAY CAPACITY ANALYSIS❖ LEVEL OF SERVICE ANALYSIS❖ TRAFFIC STRIPING PLANS
ENVIRONMENTAL SCIENCE	<ul style="list-style-type: none">❖ BS IN ECOLOGY OR ENVIRONMENTAL SCIENCE	1 OR 2 PROJECTS	<ul style="list-style-type: none">❖ PREPARATION OF CATEGORICAL EXCLUSION DOCUMENTATION❖ PREPARATION OF ENVIRONMENTAL ASSESSMENTS❖ PREPARATION OF SECTION 4(f) DOCUMENTS
ENVIRONMENTAL – CULTURAL RESOURCES	<ul style="list-style-type: none">❖ QUALIFIED IN 36 CFR PART 61	1 OR 2 PROJECTS	<ul style="list-style-type: none">❖ CULTURAL RESOURCES (INCLUDING ARCHEOLOGY AND HISTORIC ARCHITECTURAL SURVEYS AND MITIGATION EFFORTS)
ELECTRICAL ENGINEERING	<ul style="list-style-type: none">❖ BS ELECTRICAL ENGINEERING,❖ DEMONSTRATES PREVIOUS EXPERIENCE❖ TRAINING IN CADD - "dgn" FORMAT, AND LIGHTING DESIGN SOFTWARE - CALA.	1 OR 2 PROJECTS	<ul style="list-style-type: none">❖ TRAFFIC SIGNAL DESIGN❖ HIGHWAY LIGHTING DESIGN
COMMUNITY INVOLVEMENT	<ul style="list-style-type: none">❖ ORGANIZED COMMUNITY OUTREACH EVENTS	1 OR 2 PROJECTS	<ul style="list-style-type: none">❖ RESPONSIBLE FOR PUBLIC INFORMATION CENTERS❖ COMMUNITY OUTREACH❖ MAINTAINING MAILING LISTS & RECORDS OF COMMUNITY OUTREACH PROGRAM❖ CONTEXT SENSITIVE DESIGN (CSD)

Professional Services
Technical Proposal Project Manager & Key Staff Standards

Project Design Cost Over \$2.5 Million
(Includes Preliminary & Final Design)

Category 2

Note: NJDOT Project Members should pick specific requirements for their Technical Proposal.

Project Manager	Project Specific Education, License and Other Requirements (For TP Section 5)	Experience On Similar Projects (For TP Section 6)	Similar Project Experience (For TP Sections 6 & 7)
PROJECT MANAGER	<ul style="list-style-type: none">❖ BACHELOR'S DEGREE❖ PE❖ MUST HAVE MANAGED AT LEAST 2 TRANSPORTATION PROJECTS WITH ONE HAVING A CONSTRUCTION COST OF OVER \$15M THROUGH SUBSTANTIAL COMPLETION OF CONSTRUCTION.❖ DEMONSTRATES PREVIOUS EXPERIENCE WITH NJDOT PROCEDURES MANUAL	3 OR 4 PROJECTS Must have experience with 3 OR 4 projects and have been Deputy PM on at least 3 project	<ul style="list-style-type: none">❖ OVERALL RESPONSIBILITY FOR PERFORMANCE AND DELIVERY OF THE PROJECT❖ DIRECTLY RESPONSIBLE FOR WORK COORDINATION, STAFF ASSIGNMENTS, BUDGETS, SCHEDULES, AND FOR DELIVERY OF THE FINAL REPORT, STUDY OR DESIGN FOR THE PROJECT

Key Staff Team Leaders	Project Specific Education, License and Other Requirements (For TP Section 9)	Experience On Similar Projects (For TP Section 10)	Similar Project Experience (For TP Section 10)
ROADWAY DESIGN	<ul style="list-style-type: none">❖ BSCE❖ PE❖ DEMONSTRATES PREVIOUS EXPERIENCE WITH NJDOT ROADWAY DESIGN MANUAL AND NJDOT PROCEDURES MANUAL.❖ DEMONSTRATES PREVIOUS EXPERIENCE AND/OR TRAINING WITH INROADS AND MICROSTATION (i.e.CADD) PROGRAMS	3 OR 4 PROJECTS	<ul style="list-style-type: none">❖ GEOMETRIC DESIGN❖ HORIZONTAL AND VERTICAL DESIGN❖ HIGHWAY SECTIONS❖ DESIGN EXCEPTIONS
BRIDGE DESIGN	<ul style="list-style-type: none">❖ BSCE❖ PE❖ DEMONSTRATES PREVIOUS EXPERIENCE WITH NJDOT DESIGN MANUAL-BRIDGES AND STRUCTURES❖ DEMONSTRATES PREVIOUS EXPERIENCE WITH THE NJDOT PROCEDURES MANUAL	3 OR 4 PROJECTS	<ul style="list-style-type: none">❖ BRIDGE DESIGN❖ BOX CULVERT DESIGN❖ RETAINING WALL DESIGN❖ SIGN STRUCTURE DESIGN❖ LOAD RESISTANCE FACTOR DESIGN (LRFD)
GEOTECHNICAL ENGINEERING	<ul style="list-style-type: none">❖ BSCE❖ PE❖ DEMONSTRATES PREVIOUS EXPERIENCE WITH NJDOT DESIGN MANUAL-BRIDGES AND STRUCTURES❖ DEMONSTRATES PREVIOUS EXPERIENCE WITH THE NJDOT PROCEDURES MANUAL	3 OR 4 PROJECTS	<ul style="list-style-type: none">❖ FOUNDATION SUBSOIL EXPLORATION PROGRAM❖ PAVEMENT DESIGN❖ PREPARATION OF FOUNDATION REPORT
HYDRAULICS AND HYDROLOGY	<ul style="list-style-type: none">❖ BSCE❖ EXPERIENCE IN DRAINAGE DESIGN (i.e. HEC-I AND HEC-II, TR55, HEC-20 AND HEC-RAS)	3 OR 4 PROJECTS	<ul style="list-style-type: none">❖ HIGHWAY DRAINAGE DESIGN❖ WATER SPREAD CALCULATIONS❖ DESIGN OF RETENTION AND DETENTION BASIN FOR WATER QUALITY FLOOD ROUTING❖ SCOUR ANALYSIS FOR BRIDGES❖ BACK WATER ANALYSIS FOR STREAM ENCR. PERMIT
UTILITY ENGINEERING	<ul style="list-style-type: none">❖ BSCE❖ DEMONSTRATES PREVIOUS EXPERIENCE❖ TRAINING IN FHWA UTILITY & RAIL ROAD AND STATE UTILITY ACCOMMODATION POLICY.	3 OR 4 PROJECTS	<ul style="list-style-type: none">❖ PREPARATION OF UTILITY RELOCATION SCHEMES❖ DESIGN-CONSTRUCTION PLANS AND PREPARATION OF UTILITY AGREEMENT PLANS AND SPECIFICATIONS (SPECIAL PROVISIONS)
SURVEYING AND ROW ENGINEERING	<ul style="list-style-type: none">❖ NJ PLS❖ DEMONSTRATES PREVIOUS EXPERIENCE❖ TRAINING IN NJ MAP FILING LAW FOR ROW MAPPING❖ DEMONSTRATES PREVIOUS EXPERIENCE WITH NJDOT SURVEYING MANUAL AND NJDOT PROCEDURES MANUAL	3 OR 4 PROJECTS	<ul style="list-style-type: none">❖ TOPOGRAPHIC SURVEY❖ BASE LINE SURVEY❖ PROFILE AND CROSS SECTIONS FOR HIGHWAY❖ PROPERTY SURVEY FOR R.O.W. MAPPING❖ WRITING A DEED FOR R.O.W. PARCELS.
TRAFFIC ENGINEERING	<ul style="list-style-type: none">❖ BSCE❖ DEMONSTRATES TRAINING IN MUTCD❖ TRAFFIC SAFETY IN CONSTRUCTION ZONE.❖ TRAINING IN HIGHWAY CAPACITY MANUAL, HIGHWAY CAPACITY ANALYSIS SOFTWARE❖ DEMONSTRATES PREVIOUS EXPERIENCE❖ TRAINING IN SOFTWARE HCM, TRANSIT 7F, PASR2, SYNCHRO	3 OR 4 PROJECTS	<ul style="list-style-type: none">❖ PREPARE THE CONSTRUCTION STAGING AND MAINTENANCE AND PROTECTION OF TRAFFIC PLANS❖ HIGHWAY CAPACITY ANALYSIS❖ LEVEL OF SERVICE ANALYSIS❖ TRAFFIC STRIPING PLANS

ENVIRONMENTAL SCIENCE	❖ BS IN ECOLOGY OR ENVIRONMENTAL SCIENCE	3 OR 4 PROJECTS	❖ AIR QUALITY ❖ ECOLOGY ❖ HAZARDOUS WASTE SCREENINGS ❖ NOISE ❖ SOCIOECONOMIC LAND USE ❖ PREPARATION OF CATEGORICAL EXCLUSION DOCUMENTATION ❖ PREPARATION OF ENVIRONMENTAL ASSESSMENTS ❖ PREPARATION OF SECTION 4(f) DOCUMENTS ❖ PREPARATION OF EO 215 DOCUMENTS
ENVIRONMENTAL-CULTURAL RESOURCES	❖ QUALIFIED IN 36 CFR PART 61	3 OR 4 PROJECTS	❖ CULTURAL RESOURCES (INCLUDING ARCHEOLOGY AND HISTORIC ARCHITECTURAL SURVEYS AND MITIGATION EFFORTS)
ELECTRICAL ENGINEERING	❖ BS ELECTRICAL ENGINEERING ❖ DEMONSTRATES PREVIOUS EXPERIENCE ❖ TRAINING IN CADD - "dgn" FORMAT, AND LIGHTING DESIGN SOFTWARE - CALA.	3 OR 4 PROJECTS	❖ TRAFFIC SIGNAL DESIGN ❖ HIGHWAY LIGHTING DESIGN (INCLUDING MOVABLE BRIDGE WORK)
COMMUNITY INVOLVEMENT	❖ ORGANIZED COMMUNITY OUTREACH EVENTS	3 OR 4 PROJECTS	❖ RESPONSIBLE FOR PUBLIC INFORMATION CENTERS ❖ COMMUNITY OUTREACH ❖ MAINTAINING MAILING LISTS & RECORDS OF COMMUNITY OUTREACH PROGRAM ❖ CONTEXT SENSITIVE DESIGN (CSD) ❖ ESTABLISHING STAKEHOLDER GROUPS